



Southeast Elementary Pick-up and Drop-off Procedures

Traffic will be one way only during the morning time of 7:30AM to 8:15AM and the afternoon time from 2:30PM to 3:30PM.

In the mornings, students may be dropped off at the school's main entrance by entering Mustang Drive from the south and traveling north.

Each grade level will be picked up in a particular location:

- Pre K and Kindergarten dismisses at 3:05PM from the kindergarten doors in the front (west side) of the building (Mustang Drive). The car line will form on New Mexico Street and go through the semi-circle lane promptly at 3:05PM. A bus will be loading students between 2:55PM-3:10PM in the front of the building on Mustang Drive. For the safety of our students, please follow bus laws when the bus is stopped and loading students.
- First grade dismisses at 3:15 PM on the east side of the building (Corral Street). Turn onto Arkansas Street and then Corral Street and continue around the building until you reach the east side of the building. Enter the east parking lot in the drive through lane forming a car line behind the buses. Bus students will be loaded and buses will exit prior to car loading.

All parents will receive a colored pick up identification card for their child to be placed in the car window. Staff members will place students in cars at the designated pick up spots. No students will be released in the pick-up lines without a pick up card.



Parents walking up will be required to show the pick up identification card also.

For the safety of students, if pick up cards are missing, students may be signed out in the school office where an ID will be required.

Cell phone use is prohibited by law in a school zone.

For the safety of all students, please follow all traffic laws and school procedures.